

**BOARD OF REGISTERED NURSING**

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To: All Examination Applicants Educated Outside the United States

From: California Board of Registered Nursing

Subject: Supplemental Application Instructions

Nursing graduates of schools outside the United States may face unique problems as they attempt to complete their application file for California licensure. This document is intended to provide suggestions and information to assist with those special problems.

Early Application

The Board strongly recommends that you try to ensure that your application, school transcript(s), and all other required documents reach the Board as soon as possible to ensure the earliest possible examination date. The licensing examination is offered continuously year-round, and the sooner your file is complete, then the sooner the Board can find you eligible to take the exam. Also, interim permits cannot be issued until your file is complete and you have been found eligible to take the licensing examination (NCLEX-RN). The reason that we suggest an early submission of the application for graduates of international programs relates to difficulties you may encounter in obtaining transcripts that have complete information needed for evaluation purposes.

In many cases, the Board evaluator must obtain additional information from the school in order to clarify course content and/or curriculum, and amount of clinical and theoretical training provided by the nursing program. There are more than 6,000 international schools providing transcripts to the Board, and the transcripts vary in content and level of detail. More information is often needed to compare the school with California requirements. For example, if this is the first time that your school has ever submitted a transcript to our Board for evaluation, we will need to write the school to obtain the school's curriculum, catalogs or other documents to evaluate the programs content in addition to your transcript. An ongoing evaluation process is also conducted of California nursing schools.

Obtaining more information from the school may take from one to six months depending on the responsiveness of the school and the speed of postal delivery. Your file must be complete and all questions must be answered by the school regarding your education and your subsequent eligibility for examination.

Transcript Assistance

Attached to the Request for Transcript form is a set of instructions that we recommend you send to your nursing program. These instructions should assist the program in providing sufficient information to evaluate your file in a timely manner. If the school provides a detailed transcript, then it may prevent the need to write to the school for further information and, therefore, avoid delays in finding you eligible to take the NCLEX-RN examination.

Commission on Graduates of Foreign Nursing Schools

The California Board of Registered Nursing does not require applicants to pass the Commission on Graduates of Foreign Nursing Schools (CGFNS) examination in order to take the NCLEX-RN in California. However, you need to complete an English language competence examination to qualify for an Interim Permit. The Board does accept CGFNS or The Test of English as a Foreign Language (TOEFL), the Test of Written English for that purpose.

California educational requirements for the NCLEX-RN examination are very similar to CGFNS educational requirements. Therefore, if you have been evaluated by CGFNS, their records may help to facilitate your application evaluation by the Board. We recommend that you request that CGFNS send a copy of your complete official transcript(s) including the clinical portion of your training plus a copy of the CGFNS education form to the California Board of Registered Nursing. Requests must be made in writing to CGFNS, and the appropriate CGFNS fee must be included for this service.